

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

VOTE

IN CITY COUNCIL

ORDER,

To transfer funds to DPD S&W - OT to cover additional inspector OT for the Neighborhood Walks program.

ORDERED,

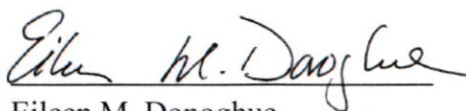
By the City Council of the City of Lowell, as follows:

That the amount of **Ten Thousand and 00/100 (\$10,000.00) Dollars** be transferred:

FROM: Vacant/Foreclosed Revolving Fund Account as described in "Attachment A":

TO: DPD S&W OT Account as described in "Attachment A":

ORDER RECOMMENDED AND INTRODUCED BY:



Eileen M. Donoghue
City Manager

Transfer Form - "Attachment A"

Department:	DPD			
TRANSFER TO:				
Account #			Description	Amount
Org.	Object	Project		
01824151	513000		DPD S&W - OT	\$ 10,000.00
			TOTAL	\$ 10,000.00
TRANSFER FROM:				
Account #			Description	Amount
Org.	Object	Project		
Fund # 1109			Vacant/Foreclosed Rev.	\$ 10,000.00
			TOTAL	\$ 10,000.00

Reason for Transfer:

To fund additional inspector OT/ Neighborhood Walks

Department Signature


Chief Financial Officer



Conor Baldwin
Chief Financial Officer

MEMORANDUM

TO: Eileen M. Donoghue, City Manager

FROM: Conor Baldwin, Chief Financial Officer 

CC: R. Eric Slagle, Director, Development Services

DATE: November 7, 2019

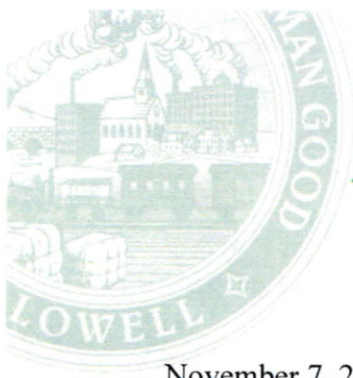
SUBJECT: Development Services Transfer – Inspectors

Eric Slagle, Director of the Division of Development Services in DPD, has forwarded to me a request to transfer funds from the Vacant/Foreclosed revolving fund for inspector's overtime. The funding source to cover these expenses is outside of the tax levy. The transferred funds will be used to support overtime for the inspectors to conduct additional "neighborhood walks" throughout the rest of the fiscal year. This program has been a largely successful venture, but because the majority of the walks occur on Saturdays, in order to accommodate the neighborhood groups schedules, the inspectors who accompany the walks are paid on overtime.

The vacant/foreclosed fund is a revolving fund under Massachusetts General Law and the receipts are held over from year-to-year to support various activities in Development Services. The receipts deposited in the fund are from registration fees and violations associated with the city's Vacant Foreclosed Property Ordinance. These expenses have no bearing on the FY2020 tax rate.

I have included a summary of the accounts below. Please do not hesitate to let me know if there are any questions.

Account Number	Account Name	Original	Previous	YTD	YTD	Encumbrances	Balance Before	Balance After
		Budget	Transfers	Revenue (Actual)	Current Budget	Expenditures (Actual)	Transfer	Transfer
FROM: Fund #1107	Vacant Foreclosed Properties	\$ 512,231.00	\$ (319,155.00)	\$ 88,000.00	\$ 281,076.00	\$ 31,009.95	\$ -	\$ 250,066.05
TO: 04914151-513000	Salary & Wages - OT	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	\$ 15,388.99	\$ -	\$ 10,000.00
							\$ (388.99)	\$ 9,611.01



Eileen M. Donoghue
City Manager

November 7, 2019

Mayor William J. Samaras
And
Members of the Lowell City Council

Dear Mayor Samaras and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer \$10,000 from the Vacant/Foreclosed Revolving Fund. It is important to note that this fund is unique and adds no additional burden to the tax levy. These fines and registration fees will be used to fund additional overtime costs for local building inspectors/ plans examiners related to enhanced enforcement. Specifically, to provide adequate funding for the successful Neighborhood Walks program.

Enclosed with this letter is a memorandum from the Chief Financial Officer which outlines the details of the transfer. Please do not hesitate to let me know if there are any questions.

Sincerely,

Eileen M. Donoghue
City Manager

CC: Conor Baldwin, Chief Financial Officer
R. Eric Slagle, Director, Development Services